



**DEPARTMENT OF TRANSPORTATION AND PUBLIC WORKS
COLLEGE/ADULT EDUCATION DISCOUNT PROGRAM
APPLICATION**

Thank you for your interest in the Department of Transportation and Public Works (DTPW) College/Adult Education Discount Program.

DTPW requires a **W-9** and **TWO (2)** original applications sent to:

Department of Transportation and Public Works

Finance

701 N.W. 1st Court

Suite 1700

Miami, FL 33136

NAME OF INSTITUTION: _____

TYPE OF INSTITUTION:

____ COLLEGE ____ UNIVERSITY ____ JUNIOR COLLEGE

____ VOCATIONAL ____ RELIGIOUS

____ OTHER (PLEASE SPECIFY) _____

LICENSE NUMBER: _____

LICENSING AGENCY: _____

EFFECTIVE DATE: _____ EXPIRATION DATE: _____

ACCREDITING AGENCY: _____

EFFECTIVE DATE: _____ EXPIRATION DATE: _____

ADMINISTRATOR: _____

SIGNATURE

TYPED/PRINTED NAME

TITLE

DATE OF APPLICATION: _____



DEPARTMENT OF TRANSPORTATION AND PUBLIC WORKS
COLLEGE/ADULT EDUCATION DISCOUNT PROGRAM
MEMORANDUM OF UNDERSTANDING

This Memorandum of Understanding is between Department of Transportation and Public Works (DTPW)
and _____ (Name of Institution).

The following administrative procedures will be followed in this agreement:

1. College Discount EASY Tickets will be sold by DTPW per the published fare schedule in effect at the time of purchase.
2. College Discount EASY Tickets will be sold by DTPW to the institution in bulk only.
3. College Discount EASY Tickets will not be resold by the institution for a price greater than the purchase price.
4. The institution will sell EASY Tickets **only to full-time students**. A full-time student will be defined according to the institution's policy.
5. College Discount EASY Tickets purchased under this agreement will be paid for in advance. Checks will be made payable to "Department of Transportation and Public Works".
6. Failure to comply with the terms of this agreement or failure to promptly redeem a dishonored check may result in the institution being disqualified for participation in this program for a period of up to 24 months. Reinstatement of the agreement shall require the concurrence of the DTPW Director. A deposit covering two months of payments is also required if the disqualification was due to a dishonored check.
7. Unsold College Discount EASY Tickets can be returned to DTPW for credit if submitted within five working days from the beginning of the month in which the passes and permits are in effect.
8. Upon request from the County, the institution shall provide a copy of their Florida license and accreditation.

INSTITUTION: _____

ADMINISTRATOR _____
SIGNATURE

TYPE/PRINTED NAME

TITLE

Seal of School

DATE OF AGREEMENT: _____



DEPARTMENT OF TRANSPORTATION AND PUBLIC WORKS
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SELF-CERTIFICATION

THIS IS TO (RE) CERTIFY THAT _____ (NAME OF INSTITUTION)
IS SELLING COLLEGE DISCOUNT EASY TICKETS ONLY TO FULL-TIME STUDENTS OF THE INSTITUTION AS
DEFINED BY THE INSTITUTION'S POLICIES. IT IS ALSO UNDERSTOOD THAT THIS INSTITUTION IS NOT
RESELLING EITHER ITEM FOR A PRICE GREATER THAN THE PURCHASE PRICE.

INSTITUTION: _____

ADMINISTRATOR: _____
SIGNATURE

Seal of School

TYPE/PRINTED NAME

TITLE

DATE OF AGREEMENT: _____

School contact information. Please print clearly.

School address where College Discount Pass will be sold	
Name of school administrator responsible for College Discount Pass Program	
School/Contact E-Mail Address	School/Contact Phone Number